

**FRUITLAND TOWNSHIP
PARKS AND RECREATION
SCHEDULED MEETING
December 3, 2018**

PRESENT: Commissioner Lynn Knopf, Commissioner Herb Huch, Commissioner Bob Murray, Commissioner Sue Sawyer, and Commissioner Deb Svensson.

ABSENT: None

ALSO PRESENT: A number of interested parties.

CALL TO ORDER: Recording Secretary Mary Mansfield called the meeting to order at 6:30 PM.

PLEDGE OF ALLEGIANCE

WELCOME GUESTS

NOMINATION/ELECTION OF CHAIRPERSON

Motion by Sue Sawyer, second from Lynn Knopf, **ADOPTED**, to nominate and elect Deb Svensson as Chairperson to the Fruitland Township Parks and Recreation Commission.

5 AYES, 0 NAYS

NOMINATION/ELECTION OF VICE CHAIRPERSON

Motion by Deb Svensson, second from Sue Sawyer, **ADOPTED**, to nominate and elect Bob Murray as Vice Chairperson to the Fruitland Township Parks and Recreation Commission.

5 AYES, 0 NAYS

NOMINATION/ELECTION OF SECRETARY

Motion by Sue Sawyer, second from Deb Svensson, **ADOPTED**, to nominate and elect Lynn Knopf as Secretary to the Fruitland Township Parks and Recreation Commission.

5 AYES, 0 NAYS

AGENDA: Motion by Bob Murray, second from Lynn Knopf, **ADOPTED**, to amend the agenda to include the transfer of the disc golf course, communication, and 2019-2020 budget to the December 3, 2018 agenda.

5 AYES, 0 NAYS

MINUTES:

Motion by Lynn Knopf, second from Sue Sawyer, **ADOPTED**, to accept the October 9, 2018 regular meeting minutes as written.

5 AYES, 0 NAYS

PUBLIC COMMENT:

1. Terrie Hampel, 6171 Duck Lake Road – congratulated the new commissioners. Also added information regarding the natural area and encouraged the Commission to be the “custodians” of the new park/natural area.

RECEIPTS:

Chairperson Svensson reported receipts activity as pavilion rental of \$25.00 and disc golf donations of \$22.30 for total receipts of \$47.30 for the months October and November 2018.

Motion by Lynn, second from Bob Murray, **ADOPTED**, to accept receipts for \$47.30 from Township Park pavilion rental and disc golf donations for the months of October and November 2018.

5 AYES, 0 NAYS

DISBURSEMENTS:

Chairperson Svensson reported disbursements activity as \$55.00 to TruGreen and \$37.50 to Randy Smith for total disbursements of \$92.50.

Motion by Lynn Knopf, second from Herb Huch, **ADOPTED**, to pay total disbursements of \$92.50.

5 AYES, 0 NAYS

Roll Call Vote: Knopf-Aye, Huch-Aye, Murray-Aye, Sawyer-Aye, Svensson-Aye

UNFINISHED BUSINESS:

1. Natural Resource Survey

Commissioner Bob Murray stated that previous Commissioner Tom Tisue sent him information from Shawna Meyer regarding the natural resource survey, adding that a contract was never signed.

Chairperson Svensson stated that the commission needs to know what the goal and objective of the survey is and what they will do with the outcome. Commissioner Murray stated that it’s important to manage the natural area moving forward, and the survey would give a clear picture of how to do so. Commissioner Knopf stated that having the survey completed will also help with grants and what could be put in to not be detrimental to the forest. She added that Shawna Meyer found beech bark disease in the park and that this survey will help protect neighboring properties as well. Commissioner Murray also stated that protecting the residents is key, adding that some trees are fallen or falling. He also said that the survey is going to take some time to complete, so starting it sooner rather than later is better. Chairperson Svensson stated that she would like to wait another month to approve it.

Motion by Sue Sawyer, second from Bob Murray, **ADOPTED**, to move forward with the natural resource survey.

3 AYES, 2 NAYS (Huch, Svensson)

2. Disc Golf Course

Commissioner Murray mentioned the past Commission's motion to transfer the Disc Golf Course completely to the Fruitland Township Board of Trustees, adding that the Township Board denied the transfer. The Commission agreed to rescind the transfer and take back the course.

Motion by Bob Murray, second from Lynn Knopf, **ADOPTED**, to rescind the transfer of the Disc Golf Course to the Township Board.

5 AYES, 0 NAYS

3. 2019-2020 Budget

The commissioners all agreed that prioritizing the projects is going to be very beneficial moving forward. Chairperson Svensson questioned if it is possible to communicate with the previous commissioners regarding projects and quotes, and Commissioner Knopf suggested reaching out to Recording Secretary Mary Mansfield to get contact information. Commissioner Murray stated that he would take the playground project, as he has an extensive background and many contacts. He added that the Commission would have to look into grants.

Commissioner Knopf stated that she would like to take on the project of the profile of the township for DNR grants. She said that it's important to get this completed. Commissioner Murray added that when doing so, to add that the Commission is now an elected board. Commissioner Knopf stated that she would also reach out to Sports 'N Shorts. She also added that she would take the tennis courts and get updated quotes from what she had when she was on the commission previously.

Commissioner Murray stated that he would take on the project of the stairs at Nestrom Road Park, adding that they are not up to code. He also added that he would help with the baseball field capping, stating that it would take more than one person to do so.

Commissioner Huch said that he would call the contractors used to inquire about increased fees for the next budget year.

Commissioner Sawyer stated that she would take the project of the baseball field, adding that she would reach out to previous Commissioner Maribeth Picard to get the information she has gathered, as well as all contacts she has reached out to.

Chairperson Svensson stated that she would like to take on Marcus Park, which would include the possibility of a portable restroom. She is also taking the Disc Golf Course.

The commissioners all agreed that an account for carry over would be beneficial, and is something they are going to look into.

4. Communication

Chairperson Svensson said that a one-hour meeting is not enough time to complete all of the projects they are in charge of doing. Commissioner Knopf stated that the Commission can have the meeting as long as necessary. Chairperson Svensson also suggested the possibility of work sessions. Recording Secretary Mary Mansfield made the commissioners aware that they were only awarded 12

meetings for the 2018-2019 budget year, so that work sessions could not take place. She informed them that if they would like, they can add this item as a proposal to the next budget year.

Chairperson Svensson also added that the topic of communication has been a bit confusing, asking how it is the Commission should go about communicating outside of the meetings. Commissioner Murray responded that informational communication is okay, but that discussing items or approving anything via email isn't acceptable. Commissioner Knopf stated that it would be beneficial to the commission to have all information regarding discussion topics for meetings available one week prior to the meetings in order to process the information.

Commissioner Knopf suggested adding a Public Comment section to the end of the agenda in order to get extra feedback from the public regarding topics discussed so that the Commission could address them at Commissioners Comments.

Motion by Lynn Knopf, second from Bob Murray, **ADOPTED**, to add a Public Comment portion to the end of the agenda before Commissioners Comments to every meeting and to extend both Public Comment portions to five minutes each or Chairperson's discretion.

5 AYES, 0 NAYS

UPDATES:

None

COMMISSIONERS COMMENTS:

Commissioner Sawyer questioned whether the bittersweet got removed as planned, and Commissioner Murray replied that it didn't get completed, but that it will be when the ground is softer. She also stated that she sees the group working well together.

Commissioner Knopf stated that she's excited about the new Commission, adding that she thinks the Commission is off to a good start. Commissioner Huch stated that he agreed.

Commissioner Svensson said that she is looking forward to working with the others and learning more about the process along the way. She added that there is a lot of potential.

Commissioner Murray stated that he, too, is excited. He added that he would like the Commission to be more public friendly, and to be more open and transparent.

ADJOURNMENT:

Motion by Herb Huch, second from Lynn Knopf, **ADOPTED** to adjourn the December 3, 2018 scheduled meeting of the Fruitland Township Parks and Recreation Commission at 7:51 PM.

5 AYES, 0 NAYS

Respectfully submitted,

Mary Mansfield, Recording Secretary